Application to Access Community Land, Crown Land or Public Reserve

Local Government Act 1993

116 Adelaide Street
Raymond Terrace NSW 2324

PO Box 42
Raymond Terrace NSW 2324

p | 02 4988 0255
e | council@portstephens.nsw.gov.au

DX 21406 | **ABN** 16 744 377 876

This application should be completed for permission to access Council owned land for the purpose of providing access for short term casual use only. Approval is subject to strict terms and conditions.

Application Fee $342

Bond $1,083

Please note: The bond will be refunded after land access and a site inspection is carried out. If any damage is done to the land the bond will be kept and alternate fees may apply to the applicant.

Applicants Details:

Name	
Address	
Contact Number	
Email Address	

Contractors or Consultant (if applicable)

Name	
Company Name	
Contact number	
Email Address	

Location of Land

Address / Location	

Purpose / Reason for Access:

☐ **Swimming Pool Construction**   ☐ **Transporting Building Materials**

☐ **Landscaping**   ☐ **Removal of Trees**

☐ **Other, Specify Details**

_____

_____

_____

Date/s Time/s Required:

Temporary Access   From   /   /   To   /   /

Day Only From   am to   pm

Day & Evening from   am to   pm

Weekdays Only from   am to   pm

Weekends Only from   am to   pm

7 Days from   am to   pm

Conditions

- 1 month notice prior to access of land is required.

- Site inspections will be carried out prior to approval & after access use

- Conditions may vary due to access / use and decision is at the sole discretion of Council

- Copy of current Public Liability Insurance (coverage of $20 million and with council noted as interested party) required with payment

- Short term use in these instances is defined as being **no more than 30 days** continuos use

- See back of form for relevant Local Government act informtaion & privacy disclaimer

Applicants Declaration

I _____ apply for temporary access over Council's community land.

I declare all information supplied is true and correct. I also understand that if incomplete the application will not be accepted. The conditions of the application must be observed and payment of any damages associated with this work is agreed. Date _____

Local Government Act

- • *Local Government Act 1993* community land management provisions only affect Council owned community land.

- • Provision for land that is owned by the Crown is covered in the *Crown Land Management Act 2016.*

- • Short-Term use of Council owned community land is provided for in Section 46(1)(b)(iii) of the *Local Government Act 1993* (as amended and relevant Regulation).

- • Local Government (General) Regulation 2005 (Clause 116) permits the use of any existing road or fire trail in existence on the commencement of this Regulation that is located on community land for any of the following purposes:

  a) To transport building materials and equipment required in relation to building work that is to be, or is being, carried out on land adjoining the community land, or

  b) To remove waste that is consequential on such work

  (the above being prescribed as a short-term, casual purpose).

  However, prior to using the Council owned property for the stated purpose, the applicant will be required to notify Council in advance so that a site inspection can be arranged.